



REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

Date: 11/8/2013	Interviewer: Laura Eckert	RFA #13 – 46-A
Name of Person Requesting Assistance: Members of [REDACTED]		
Contact Numbers (telephone, e-mail, etc.):		
Status of Person(s) Interviewed (title, position, student status, etc.): WWU student athletes		
Requested Assistance Pertaining To (name, position, policy, project, etc.) [REDACTED], volunteers with WWU [REDACTED]		

To the best of your knowledge, please fill out the following:

Interviewee Status: Male ☐ Female ☒ Administrator ☐ Faculty ☐ Staff ☐ Student ☒
 Concern Regarding: Male ☒ Female ☐ Administrator ☐ Faculty ☐ Staff ☐ Student ☐

Complaint Category: *(Please check at least one)*

- | | | | | |
|--|---|---|-------------------------------------|--|
| <input type="checkbox"/> Age | <input type="checkbox"/> Color | <input type="checkbox"/> Creed | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status |
| <input type="checkbox"/> Marital Status | <input type="checkbox"/> National Origin | <input type="checkbox"/> Race | <input type="checkbox"/> Religion | <input type="checkbox"/> Retaliation |
| <input checked="" type="checkbox"/> Sex/Gender | <input checked="" type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression | | | | |

Time Line		
Date	Item	Comments
11/8/13	LE intake w/ [REDACTED] and [REDACTED]	Volunteer assistant coach, [REDACTED], has made inappropriate comments with sexual overtones, crossing boundary of coach to friend to maybe he wants to be more than friends. Uncomfortable and want to stop.
11/13/13	[REDACTED] follow up mtg w LE	Reviewed notes, discussed process.
11/13/13	LE o/c SGS	
11/13/13	LE t/c Steve Card 3489, Im	Tell steve: Allegations [REDACTED] not recognizing boundaries btw coaches and athletes, trying to be too friendly, inappropriate comments Need to talk to him and understand his view point Good news is Title IX trning people brining concern forward
	t/c Steve Card	Relayed above, Steve said that Pee Wee, Coach B took EOO training

11/14/13	LE t/c Pee Wee Halsell 3103	Lm
11/15/13	t/c from Pee Wee	See notes, LE relayed concerns, next steps
11/15/13	LE emailed Steve Card	LE just talked to Pee Wee, will call [REDACTED] Monday morning
11/15/13	LE t/c [REDACTED] x [REDACTED]	FYI, in case any other people come to you with concerns, during trainings we told women they could go to you first with any concerns
11/18/13	LE office mtg	[REDACTED] and [REDACTED] similar concerns of [REDACTED] not respecting boundaries, too close in an elevator last spring.
11/18/13	LE t/c to Pee Wee	Lm, did not call [REDACTED] today, student came by, will call [REDACTED] tomorrow
11/19/13	LE t/c [REDACTED] 10:20 am	Schedule mtg, [REDACTED] cell phone [REDACTED] If continue, could become pervasive, opportunity to do better Refer him to SHPT
11/19	LE t/c to Pee Wee	LE talked to [REDACTED] on phone, will talk in person tomorrow
11/19	t/c from [REDACTED]	Can he come in today?
11/19	o/c LE and [REDACTED]	Reviewed students' concerns, [REDACTED] recalled some situations, recognized could be too close, acknowledged coach's role is distanced somewhat from players and is committed to maintaining boundaries going forward.
11/19	LE t/c Pee Wee	Left message, Updated
11/19	LE t/c Steve Card	Updated, discussed impt of monitoring [REDACTED]
11/19	LE t/c [REDACTED]	Updated, any further issues, tell Pee Wee, call me
11/19	LE t/c [REDACTED]	Left detailed message
11/19	LE t/c [REDACTED]	Left detailed message
Early January	email from [REDACTED] to LE	Trying to sign up for SHPT, can't register. Lynae sent him an email with dates, asking him to email her back with choice of dates and she would register him. He did not respond.
1/24/14	Pee Wee t/c to LE	[REDACTED] is no longer volunteer with Western [REDACTED]. Not related to EO inquiry. He was seeking a paying position.